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Approved For Release 2005/12/01 : CIA-RDP94B01041R000300050012-9

MEMORANDUM FOR: Deputy Director of Central Intelligence

VIA: Executive Director
Deputy Director for Administration
Administrative Officer, DCI

25X1 FROM: [REDACTED]
Director of Security

SUBJECT: Request for Approval to Incur Expenses
Under Headquarters Regulation [REDACTED]

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25X1 1. Approval is requested to incur expenses allowed under
Headquarters Regulation [REDACTED]

2. I believe the expenditure of appropriated funds is
authorized under Headquarters Regulation [REDACTED] for the costs for
coffee, donuts, and a reception in the Executive Dining Room
associated with a planned Industrial Security Seminar scheduled
to take place on 28 and 29 October 1982. This seminar is being
sponsored in an effort to enhance the implementation of DCI
security policy at major Agency contracting facilities. Par-
ticipants in the seminar are limited to selected principal
security officers employed by these contractors. (U)

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3. Agency officials scheduled to participate in the planned
seminar include the Executive Director; the Director of Security;
the Chairman, DCI Technology Transfer Intelligence Committee; the
Chief, Physical Security Division; the Chief, Office of Develop-
ment and Engineering Security Staff; and the Chief, Procurement
Management Staff, Office of Logistics. Invited to participate
in the cocktail reception in the Executive Dining Room are the
Director of Central Intelligence and other senior Agency officials. (U)

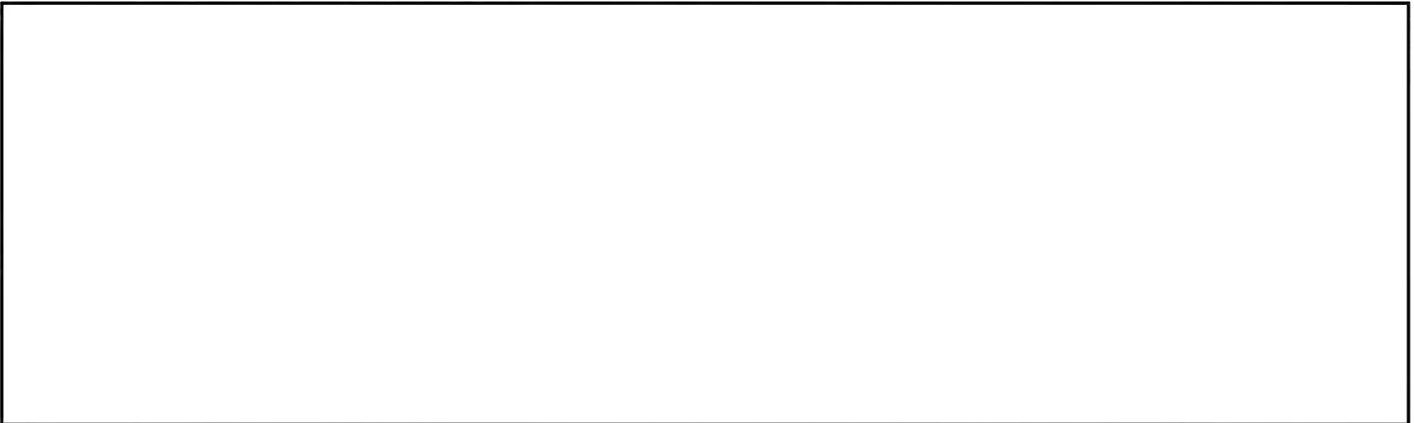
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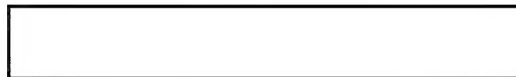
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5. I certify that the attendance of the individuals from the companies listed in paragraph 4 has been requested and is considered essential to the conduct of official Government business, and further, that the function will facilitate the accomplishment of the DCI's duties and responsibilities. (U)

6. Approval is being requested to cover the full costs for coffee and donuts during the 2-day seminar. Additional approval is requested to cover the reception costs only for the guests from industry. The estimated total cost is approximately \$400.00. (U)



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